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## MAJOR-SPECIFIC STUDY & INTERN ABROAD PROGRAMS

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### **PARTNERSHIP PROGRAMS**

Partnership programs refer to an arrangement between KEI and an academic institution in which KEI provides support in the management of study and intern abroad programs developed by the academic institution. Partnering with KEI reduces expenses, resources and staff commitment, enabling your institution to offer low-cost and diversified programs abroad. The academic institution retains control over the academic curriculum, resident credit, admission criteria and budget for the program.

KEI offers four types of partnership programs; each is described in this document. Program dates and length depend on the type of partnership.

- Faculty-led
- Integrated
- Cooperative
- Concentration

Your institution determines the program type, location, academic curriculum, eligibility, application requirements and admissions criteria. KEI organizes international travel, airport welcome, medical and travel insurance, onsite housing, meal plans, field trips and other logistic services. In addition, KEI provides academic facilities and qualified faculty at the host location to teach the courses and supervise internships.

Group programs can be based at any KEI location. KEI can also organize programs in most countries around the world. Our network of overseas partners, affiliates and colleagues extends to every continent and more than 50 countries.

Groups need a minimum of 6 students. However, we strongly recommend groups of 15+ students to obtain the lowest possible costs. Many schools cooperate with other campuses to achieve a reasonable level of enrollment.

### **KEI Support Services**

KEI provides a wide range of support services. Your institution decides which services are best suited for your needs and interests.

Logistic services:

- Travel arrangements: international and regional
- Airport welcome and transfers
- Housing
- Meals
- Orientation
- Pre-departure and on-site guides and support
- Cultural activities and excursions in the host region
- Medical and travel insurance
- On-Site Coordinator (stays with group)

#### Academic Services

- Academic facilities – classrooms, libraries, computer labs, etc.
- Qualified local faculty to teach some or all the courses (in English, if requested)
- Design of courses that integrate subject-specific and region-specific content
- Integration with local students
- Seminars, workshops and short courses
- Guest speakers
- Reference information on the educational system of the host country
- Internship placement

#### Other services:

- Program proposal for review by your institution
- Recruitment of students for your programs
- Marketing assistance
- Mid-term and post-program evaluation

KEI assigns a team of skilled professionals to assist in the design, development, marketing, implementation and evaluation of the program. The team consists of an Academic Relations Coordinator and a Program Manager who are based in the United States, and an On-Site Coordinator who is based at the program location. Our U.S. staff will work closely with your institution to provide pre-departure materials and advice, marketing services, assessment tools, and logistic support. The On-Site Coordinator will oversee the day-to-day operations and ensure that the program runs smoothly.

#### **Faculty-Led Programs**

Faculty-led programs are group arrangements that are supervised by faculty from the home institution. The supervising professor is responsible for coordinating pre-departure preparations, overseeing the academic component of the program, and limited administrative duties. In addition, the supervising professor helps obtain institutional approval, works closely with KEI to develop the program, assists the study abroad office with marketing, and advises interested students.

KEI provides full support to the supervising professor and the home institution during the entire process - including program design, development, implementation and evaluation. We pride ourselves on our reliable service. Our goal is to ensure smooth operation of the program so that the supervising professor has ample time to teach courses, conduct research, pursue professional interests, meet with colleagues, and/or improve their language skills during the program.

#### **Responsibilities of Supervising Professor**

##### Pre-Departure

- Design and/or customize courses for the program
- Decide on appropriate field trips (with KEI help)
- Plan program with KEI
- Coordinate activities with the international office on campus
- Recruit students (with KEI help)
- Advise students
- Hold pre-departure and orientation meetings

##### On-Site

- Oversee the academic component of the program.

- Teach courses (optional)
- Participate in planned field trips
- Maintain constant communication with the home campus and KEI
- Coordinate with the onsite staff
- Hold regular meetings with the group to discuss the program
- Counsel and advise students as needed
- Deal with student behavior/discipline
- Conduct a mid-term and final program evaluation

#### Post-Program

- Hold a post-program meeting on the home campus
- Write an evaluation of all aspects of the program
- Serve as an example and advisor for other faculty who want to lead programs abroad
- Assist in recruiting students for future programs

#### **Compensation for Supervising Professor:**

- Roundtrip air travel between the departure city and host location
- Airport welcome and ground transportation to the host campus/housing
- Comprehensive medical and travel insurance
- Onsite accommodations
- Planned field trips (admissions tickets and ground transportation)
- Meal options, same as the students
- In most cases the home institution pays the regular salary

#### **Integrated Programs**

Integrated programs combine students and faculty from the home institution in the U.S.A. with faculty and students from a host institution abroad. The Supervising Professor teaches one or more courses that are open to students from the home and host institutions. In turn, students can take other courses offered to at the host institution.

This model provides maximum cultural and academic integration for students and faculty, costs less than regular faculty-led programs, and offers the most flexibility and options with regard to course offerings, internships, professional visits and cultural excursions. The group benefits from extensive exposure to the host culture and interaction with local students and professors.

Integrated programs can be organized at any location where KEI offers semester and summer programs. The dates of the integrated program must coincide with existing KEI program dates at the selected location. Most institutions prefer to offer programs during the summer, but these programs can also be accommodated during the academic year.

#### **Cooperative & Concentration Programs**

KEI's cooperative programs are co-branded (i.e. "Morehouse's Black Experience in London Program", "WSU Cougs in Beijing") with a university in the U.S.A. This enables universities to offer "their" program(s) without additional financial and human resources.

Concentration programs are cooperative programs that go one step further... allowing students to complete requirements for an academic concentration while abroad.

Please contact KEI for detailed information about Cooperative and Concentration programs.